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# Memorandum

TO : Assistant Director for Operations

DATE: 9 December 1963

FROM : Chief, Foreign Documents Division

SUBJECT: FDD Monthly Progress Report for November

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1. On 13 November Commander Herrick of the Naval War College visited FDD in search of information on Soviet naval history, 1921-1963. He was provided with pertinent bibliographic references and numbers of FDD reports which he intends to obtain for the War College library.

2. Colonel Hughes, Foreign Technology Division, met with Chief, FDD and Chief, Support Branch, FDD on 19 November to discuss the current status of machine-aided translation in FTD and firm-up arrangements for the forthcoming FTD/FDD cooperative venture in MT. The Colonel stated that the 3 FTD employees who will be processing FDD's input have Top Secret clearances. Thus FTD provides a possible facility for accomplishing classified translation. Colonel Hughes also reported that FTD is continuing to improve disks with the addition of new terminology.

3. Full time training of 13 flexotypists was initiated in FDD on 26 November.

4. Deputy Chief, Europe/Africa/Latin America Branch, FDD was thoroughly briefed 26 November on the operations of Documentation Services Division, FTD. This division, next

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operation in government. It is our intent to establish much closer collaboration with this organization than has existed heretofore in coordinating our respective exploitation programs. As an initial step in this direction we are arranging an exchange of visits to promote mutual understanding of missions and functions.

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J. J. BAGNALL  
*(Signature)*

Enclosures:

Statistical Report  
Details of personnel actions

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